

TOWN OF HARTLY
P.O. BOX 181
HARTLY, DE 19953

MEETING MINUTES
Thursday, August 11, 2022

I. Call to Order and Roll Call

Meeting was called to order by Mark Maguire at 7:01 PM.

Council Present:

Mark Maguire	Megan Raughley
Suanne Morris	

II. Invocation & Pledge of Allegiance

Suzanne provided Invocation; Mark led in the Pledge of Allegiance.

III. Approval of Previous Meeting Minutes and Tonight's Agenda

Megan motioned to approve MMs and tonight's agenda be accepted, Suzanne 2nd approval of June 2022 Meeting Minutes and August 2022 agenda.

Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Robert Graves			X	
Megan Raughley	X			
Raymond Morris			X	

IV. Reports

a. Treasury

i. Citizens Bank Account

Ending balance as of 7/31/2022 at \$23,283.05. Savings Account: Reported balance as of 6/30/2022 of \$60,009.76.

ii. Restitution from Richie Casson

Checks received for June and July 2022 leaving an outstanding balance of \$83,326.50.

iii. Delaware State Police Accounting Record

Suzanne reported no new invoices and no new payments.

iv. Property Tax and Street Light Tax

Suzanne reported no new updates.

Megan motioned, Suzanne 2nd, to accept the Treasury Reports. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Robert Graves			X	
Megan Raughley	X			
Raymond Morris			X	

b. Building Permits

Megan reported in Rob’s absence that there were no new permits issued since the last meeting. Crown Castle mailed the information regarding the removal of old dishes and a new dish being added to the tower. No footprint change so no permit required.

c. Correspondence

Megan reported nothing required action.

V. Unfinished Business

a. Sidewalks (TAP)

Mark reported there was a drain issue which is outside of the project scope; DeIDOT has under review to see what can be accomplished. Swyka property has only a 17’ entrance for driveway; Mark fielded questions on that and working to resolve. There is an issue at the school that requires them to have to dig back 50’ further than planned; DeIDOT is waiting on approval from the school board and hoping to have a response ASAP to avoid having to dig during the school year.

b. Street Light Update

Mark reported the list of poles requiring an update will be submitted soon; he noticed the lights from the Firehouse to the Hartly Market have already been updated to LED.

c. Town Police update

Mark reported Selbyville has a new chief who advised the car we had previously approved for purchase was already sold. Mark spoke with Lonny @ Delaware State Police who advised they have new cruisers coming in and will call with any updates should one of their vehicles being retired becomes available. Everything but the vehicle wrap/badging would be in place, including the camera system and prisoner transport cage as well. The job posting for the officer has been made; Mark talked to the retired police organization and the job posting will be left online until the position is filled. The hope will be for the candidates to be pre-certified to avoid having the requirement of sending a cadet to the academy. In the event of its necessity, we will evaluate and discuss further to best meet the needs of the Town.

d. 2020 Comprehensive Plan Committee Update

Suzanne reported there is no update at this time.

e. Land and Zoning Use Plan Update

Changes are required to be completed for the final reading; updates to be completed for the October meeting.

f. Evaluation of Cell Tower Agreement with HVFC

No updates to report.

g. Promotional/Marketing Purchase Update

No updates to report; Suzanne will look into the options for items that will be in and available for the event at the end of the month.

h. Microsoft 365 Business Update

Suzanne reported no update at this time.

i. American Rescue Plan Act 2021 Update

Suzanne advised the other half of the funds have been received; \$7,432.02; Total remaining funds from ARPA \$ 11,731.52. There are not yet any plans for the funds due to needing to determine what it can be used for.

j. Vacant Building/Defaulted/Abandoned Properties Update

No response has been received from the property previously contacted; per Mark we will need to take steps for reinforcing the documentation needs.

k. DeIDOT 3-Way Stop Update

Mark reported that he spoke with DeIDOT regarding leaving the blinking lights in place; options are being discussed.

l. Verizon Cell Phone Update

Suzanne reported she has not yet been able to make contact; we need to determine the need of the officer and see if we are able to get the Town phone and officer needs all in one; maybe First Net?

m. Summer 2022 Movie Night

Megan reported the moon bounce and shaved ice truck are both locked in; waiting for invoices to be received for the moon bounce to provide to the firehouse for payment. Suzanne will review items available to have on hand for marketing items. Flyers have been distributed to the daycares, Family Dollar, Royal Farms, Nicks Convenience Store, The Dollar General Stores in Kenton and Dover, in the Post Office and put up on the website and Facebook pages.

n. Town Taxes Update

Suzanne reported she has all supplies necessary to have the taxes released by the end of the month.

o. Lukas Device Purchase Update

Tabling this update until we are able to get additional information.

p. Other unfinished business as may be necessary for discussion and/or action

None to discuss

VI. New Business

a. Officer Vehicle Purchase

Due to issues listed above in item C, Mark is requesting approval for funds to be used in the event he receives a call for a vehicle prior to the next meeting.

Suzanne motioned, Megan 2nd, to approve funds up to \$10,000 for the purchase of a police vehicle.

Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Robert Graves			X	
Megan Raughley	X			
Raymond Morris			X	

b. 2022 Holiday Event

The 2nd Saturday is December 10; Mark will check with the Firehouse to secure the date and discuss with the contact that runs the local Flea Market to do a possible combo event. The preference would be for all plans to be in place by the October meeting where the event will fall prior to the meeting for that month. A budget needs to be set per Mark’s request:

Megan motioned, Suzanne 2nd, to approve funds up to \$1,000 to be spent for the 2022 Holiday Event. Motion carried:

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Robert Graves			X	
Megan Raughley	X			
Raymond Morris			X	

Megan and Suzanne to review promotional items, possible school supplies to be purchased to have at the event for distribution.

c. Other New Business as may be necessary for discussion and/or action

None

VII. Public Comment / Council Member Comment

None

VIII. Adjournment

Megan motioned Suzanne 2nd to adjourn at 7:24 PM. Motion carried.

Council Member	Yes - Agree	No – Disagree	Absent	Withhold Vote
Mark Maguire	X			
Suzanne Morris	X			
Megan Raughley	X			
Robert Graves			X	
Raymond Morris			X	